



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 7/2/2024

VisitType: Complaint Investigation &
Monitoring Visit

Arrival: 2:50 PM

Departure: 4:00 PM

CCLC-39104

Duncan Creek Academy

2064 Pine Road Dacula, GA 30019 Gwinnett County
(770) 831-1505 npotter@duncancreekacademy.com

Regional Consultant

Lynn Schnitzer

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Joint with: Dianne Clarke

Mailing Address

Same

Quality Rated: ★ ★

Compliance Zone Designation			Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient. Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules. Support - Program performance is demonstrating a need for improvement in meeting rules. Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.
07/02/2024	Complaint Investigation & Monitoring Visit	Good Standing	
10/31/2023	Licensing Study	Good Standing	
06/13/2023	Monitoring Visit	Good Standing	

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	1R-Rm. L	Infants	2	5	C	13	C	NA	NA	Nap,Floor Play
Main	2L- Rm. B		0	0	C	20	C	NA	NA	
Main	2R- Rm. K	Three Year Olds and Four Year Olds	2	19	C	18	NC	NA	NA	Outside
Main	3L- Rm. C	Two Year Olds	2	14	C	18	C	NA	NA	Outside
Main	3R- Rm. J		0	0	C	21	C	NA	NA	
Main	4L- Rm. D		0	0	C	15	C	NA	NA	
Main	4R- Rm. I		0	0	C	20	C	NA	NA	
Main	5L- Rm. E		0	0	C	20	C	NA	NA	
Main	5R- Rm. H PreK 1		0	0	C	27	C	NA	NA	
Main	6L- Rm. F PreK 3	Four Year Olds and Five Year Olds	1	10	C	26	C	NA	NA	Centers
Main	7L- Rm. G PreK 2	Six Year Olds and Over	1	21	C	28	C	NA	NA	Free Play
Main	Rm. A- 1L		0	0	C	10	C	NA	NA	
Total Capacity @35 sq. ft.:			236			Total Capacity @25 sq. ft.:			0	
Total # Children this Date: 69			Total Capacity @35 sq. ft.:			Total Capacity @25 sq. ft.:			0	

Building	Playground	Playground Occupancy	Playground Compliance
Main	A-Infant/toddler	54	C
Main	B - School Age	87	C

Main	C-Preschoolers	49	C
Main	D-Infant-Toddler	14	C
Main	E- Playground	31	C
Main	Playground F- 2's	22	C

Comments

The purpose of this visit was to conduct a complaint investigation and to follow up from the previous visit conducted on October 31, 2023.

The field visit was conducted on July 1, 2024. A paper copy of the visit report was left with the director on July 1, 2024.

Plan of Improvement: Developed This Date 07/02/2024

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.al.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA www.decalkoala.com with the user id for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



Important Quality Rated/CAPS Update:

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

Contact the Quality Rated help desk at 855-800-7747 or qualityrated@dec.al.ga.gov for more information. Free technical assistance is available!



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(Findings Report)

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

Equipment and furniture observed to be properly secured, as applicable.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Not Evaluated

Comment

Center does not provide swimming activities.

Facility

591-1-1-.19 License Capacity(CR)

Met

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR)

Not Met

Technical Assistance

591-1-1-.25(13) - Consultant discussed with the director to ensure that hazardous items such as the hand sanitizer by the sink in classroom 5R, the plunger in the restroom in classroom 3R, and the baby wipes and sunscreen in the restroom in classroom 3L are stored inaccessible to children.

Correction Deadline: 7/2/2024

Finding

591-1-1-.25(3) requires the Center and surrounding premises to be kept clean, free of debris and in good repair. Hygienic measures such as, but not limited to, screened windows and proper waste disposal procedures shall be utilized to minimize the presence of rodents, flies, roaches and other vermin at the Center. It was determined based on observation that there was a hole in the wall adjacent to the restroom in classroom 7L.

POI (Plan of Improvement)

The Center will have the Center and surrounding areas cleaned, make repairs where needed, and remove all debris is removed. The Center will implement a plan to keep areas clean and in good repair that includes regular monitoring.

Correction Deadline: 7/2/2024

Finding

591-1-1-.26(4) requires that playgrounds be protected from traffic or other hazards by a (4) four foot high fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area. It was determined on observation that the fence between PG 1L and 2L is not anchored at the bottom on the second and third sections from the gate and the fencing was starting to roll up creating potential entrapment hazard.

POI (Plan of Improvement)

The Center will routinely check the fence to determine if it is in good repair and remains at least 4 feet high, and will repair any hazards. The Center will train Staff to identify and report any fence hazards and to keep the fence gates closed when not in use.

Correction Deadline: 7/2/2024

Finding

591-1-1-.26(6) requires that playground equipment provide an opportunity for the children to engage in a variety of experiences and shall be age-appropriate. For example, toddlers shall not be permitted to swing in swings designed for School-age Children. The outdoor equipment shall be free of lead-based paint, sharp corners and shall be regularly maintained in such a way as to be free of rust and splinters that could pose significant safety hazard to the children. All equipment shall be arranged so as not to obstruct supervision of children. It was determined based on observation that three of four swings had torn vinyl coating on playground 2L.

POI (Plan of Improvement)

The Center will provide a variety of age-appropriate equipment that is arranged so as not to obstruct supervision of children. Staff will check the equipment daily to ensure that the equipment is free of hazards, rust and splinters.

Correction Deadline: 7/12/2024

Correction Deadline: 11/10/2023

Corrected on 7/2/2024

.26(8) - The previous citation for resilient surfacing was observed to be corrected. The consultant observed sufficient resilient surfacing under and around the playground equipment.

Health and Hygiene

Finding

591-1-1-.10(3) requires Center Staff to change diapers in the child's own crib or on a diaper changing surface that is used for no purposes other than changing diapers and other clothing in each room where infants or any other children wearing diapers are served. It was determined based on observation that classroom 3L did not have a diapering area located in the physical space of the classroom 3L where diapered children are housed. Additional staff is not always present in the room when diapering occurs.

POI (Plan of Improvement)

The Center will ensure that additional staff is present in the room anytime diaper changing occurs to ensure the staff:child ratios are maintained.

Correction Deadline: 7/2/2024

Comment

Proper hand washing observed throughout the center.

Comment

Documentation for medication dispensing observed complete.

Safety

591-1-1-.11 Discipline(CR)**Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR)**Met****Comment**

Complete documentation of transportation observed.

Correction Deadline: 11/10/2023

Corrected on 7/2/2024

.36(3)(a-b) - The previous citation was observed to be corrected. The consultant observed all staff who participate in transportation to have current documentation of completed transportation training.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**Met****Comment**

Discussed SIDS and infant sleeping position.

Staff Records

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)**Met****Comment**

Criminal record checks were observed to be complete.

Comment

Director provided three files for employees hired since last visit October 31, 2024.

591-1-1-.14 First Aid & CPR**Not Met****Finding**

591-1-1-.14(2) requires a Staff member who is trained in CPR and first aid to be on the premises and on any field trip whenever any child is present. In addition, Staff who provide direct care to children must satisfactorily obtain certification in first aid and CPR by December 29, 2016 if employed prior to September 30, 2016 and within 90 days of their hire date if employed after September 30, 2016. It was determined based on review of records that staff #18, date of hire January 3, 2024, did not have evidence of certification in first aid and CPR completed within 90 days of their hire date on file.

POI (Plan of Improvement)

The Center will develop a schedule to ensure there is always a staff person with current first aid and CPR training present and will develop and implement a plan to ensure all staff members have satisfactorily completed first aid and CPR training by the specified date.

Correction Deadline: 8/1/2024

591-1-1-.31 Staff(CR)**Not Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

Finding

591-1-1-.31(2)(b)3.(i) requires that newly hired teachers who do not possess the educational and qualifying child care experience requirements must enroll in a program of study to obtain one of the educational credentials and qualifying experience requirements as required by these rules within six months after employment at the Center and complete the credential or degree within 18 months after enrollment. It was determined based on review of record that staff #18, date of hire January 3, 2024, did not have the educational credentials required for lead teachers and had not enroll in a program to obtain a credential within their first six months of employment.

POI (Plan of Improvement)

The Center will will enroll staff #18 in a program to obtain their credential.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)Met

Correction Deadline: 10/31/2023

Corrected on 7/2/2024
.32(1) - The previous citation was observed to be corrected. Consultant observed the center to maintain required staff:child ratios throughout the center.

591-1-1-.32 Supervision(CR)Met

Comment
Adequate supervision observed on this date.